



NOTICE OF COTTONWOOD HEIGHTS CITY COUNCIL WORK SESSION AGENDA

Notice is hereby given that the **Cottonwood Heights City Council** will hold a **Work Session** at approximately **5:00 p.m.**, or soon thereafter, on **Tuesday, October 19, 2021**, in the Cottonwood Heights City Council Work Room located at 2277 East Bengal Boulevard, Cottonwood Heights, Utah. The public may remotely hear the open portions of the meeting through live broadcast by connecting to <http://mixlr.com/chmeetings>.

Each citizen desiring to attend the Zoom Work Session must register in advance for the “webinar” (i.e., this City Council work session) as follows:

https://cwh.zoom.us/webinar/register/WN_Qn0jEhaCSamgPVC_15tFKQ Each registrant will receive a confirmation email containing information about joining the webinar.

- 5:00 p.m.**
1. **WELCOME** – *Mayor Peterson*
 2. **REVIEW OF BUSINESS MEETING AGENDA** – *Mayor Peterson (15 min.)*
 3. **STAFF REPORTS**
(Each week the city council and staff provide informational reports as a method of keeping up on the day-to-day activities of the city. This agenda item is set aside to allow council members to ask questions or for staff to bring the council up to date of any changes since the report was made).
 - a. **Butlerville Days Discussion** – *Records, Culture and Human Resources Director Paula Melgar and Culture Manager Ann Eatchel (20 min.)*
 - b. **Nuisance/ Animal Control Ordinance Change** – *Police Chief Robby Russo and City Attorney Shane Topham (15 min)*
 - c. **UDOT Reimbursement Agreement** – *Public Works Director Matt Shipp (15 min)*
 - d. **Parks, Trails, and Open Space Master Plan Discussion** – *Community and Economic Development Director Michael Johnson (15 min)*
 4. **REVIEW OF CALENDARS AND UPCOMING EVENTS***
 - a. Cottonwood Heights Arts Council Art Show – October 4th through the 26th – City Hall
 - b. Trunk or Treat – October 29th – 3:00 pm through 4:30 pm at the Cottonwood Heights City Hall Parking Lot
 - c. Monster Mash/ Skate Night – October 29th – 5 p.m. through 7 p.m. at the Cottonwood Heights Recreation Center
 - d. Brighton High School: Full Circle, a Historic Committee exhibit – Nov 1st through 19th (*tentative dates*) – City Hall
 - e. City Hall will be closed November 11th in observance of Veterans Day.

f. City Hall will be closed November 25th and 26th in observance of the Thanksgiving holiday.

g. Light the Heights – November 29th – City Hall

**All events are subject to COVID-19 restrictions. For more information, please visit ch.utah.gov*

5. **POSSIBLE CLOSED MEETING TO DISCUSS LITIGATION, PROPERTY ACQUISITION AND/OR THE CHARACTER AND PROFESSIONAL COMPETENCE OR PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL**

6. **ADJOURN CITY COUNCIL WORK SESSION**



NOTICE OF COTTONWOOD HEIGHTS CITY COUNCIL BUSINESS MEETING AGENDA

Notice is hereby given that the **Cottonwood Heights City Council** will hold a **Business Meeting** beginning at approximately **7:00 p.m.**, or soon thereafter, on **Tuesday, October 19, 2021**, in the Cottonwood Heights City Council Chambers located at 2277 East Bengal Boulevard, Cottonwood Heights, Utah. The public may remotely hear the open portions of the meeting through live broadcast by connecting to <http://mixlr.com/chmeetings>.

Civility and decorum should be applied in all discussions and debate. Difficult questions, tough challenges to a point of view, and criticism of ideas and information are legitimate elements of a free democracy in action. Public officials and the public are encouraged to refrain from making belligerent, personal, impertinent, slanderous, threatening, abusive, or disparaging comments.

Citizens may make live verbal comments during the “Citizen Comment” portion of this meeting through the City’s “Zoom webinar” process. Each citizen desiring to make a citizen comment must register in advance for the “webinar” (i.e., this City Council business meeting) as follows:

https://cwh.zoom.us/webinar/register/WN_48UR9ZUvS56XDhbIDp1qPQ

NOTE THAT THE “WEBINAR” ACCESS LINKS EMAILED TO THE REGISTRANT ARE UNIQUE TO THAT INDIVIDUAL. USE OF A SHARED REGISTRANT LINK WILL RESULT IN NOT BEING ADMITTED TO THE “WEBINAR” OR BEING REJECTED BY THE SYSTEM AND/OR HOST. EACH INDIVIDUAL MUST REGISTER INDIVIDUALLY AND ONLY USE THE LINK EMAILED TO THEM.

Each registrant will receive a confirmation email containing information about joining the webinar, and registrants who have entered the webinar’s “waiting room” will be admitted to the webinar one at a time for purposes of making their citizen comments to the City Council. Citizen comments also may be given in writing by submitting the comments to pmelgar@ch.utah.gov by 5:00 p.m. on the meeting date. In the interest of time and those attending the meeting live, however, **submitted written comments** will be entered into the record and distributed to the City Council, but **will not** read at the public meeting.

- 7:00 p.m.**
- 1.0 **WELCOME**
 - 2.0 **PLEDGE OF ALLEGIANCE**
 - 3.0 **ACKNOWLEDGMENTS**
 - 3.1 **Brooksee Wrap-up Report and Presentation of a Donation Check to Cottonwood Heights Parks and Recreation Service Area – Police Assistant Chief Paul Brenneman, Brooksee CEO Jared Rohantinsky and Brooksee Race Director Troy Wheeler**
 - 3.2 **Utah Recreation Parks Association Award Presentation - Cottonwood Heights Parks and Recreation Service Area Executive Director Ben Hill**

4.0 **CITIZEN COMMENTS**

(“During each regular city council meeting (specifically excluding work sessions), there will be a period not to exceed sixty minutes for citizen comment.” (Cottonwood Heights Code of Ordinances 2.30.160 (B))

City Manager Tim Tingey will admit into the record any written public comments submitted to the City Recorder prior to 5:00 p.m. on the meeting date.

5.0 **PUBLIC COMMENTS**

5.1 **Short-Term Rental Amendment – Introduction by the Community and Economic Development Director Michael Johnson**

6.0 **STAFF QUARTERLY REPORTS**

6.1 **Monthly Financial Report – Finance and Administrative Services Director Scott Jurges**

(Finance and Administrative Services Director Scott Jurges will report the city finances for the past quarter.)

6.2 **Unified Fire Report – Assistant Chief Riley Pilgrim**

(Report by Assistant Chief Riley Pilgrim on medical and fire calls responded by Cottonwood Heights’ stations during the past quarter, as well as other informational items from UFA.)

7.0 **ACTION ITEMS**

7.1 **Consideration of Ordinance 370 Amending Code Chapter 19.89 Regarding Short-Term Rentals.**

(This ordinance will amend code Chapter 19.89 regarding short-term rentals as recommended by the planning commission and as discussed in prior public meetings).

7.2 **Consideration of Resolution 2021-51 Approving and Ratifying a Bid and Awarding a Construction Contract for the 2021-22 Crack Seal and Slurry Seal Project.**

(By this resolution the council will (a) approve a \$484,683.50 bid from M&M Asphalt Services, Inc. to perform the work required by the city’s 2021-22 crack seal and slurry seal project, and (b) authorize the city’s entry into a construction contract with that provider for such work).

7.3 **Consideration of Resolution 2021-52 Consenting to Amended Appointments to the Planning Commission.**

(This resolution will amend the appointment of current planning commission alternate member Lucy Anderson to instead be a regular member of the planning commission in Jonathan Ebbeler’s place, and reciprocally amend the appointment of current planning commission regular member Mr. Ebbeler to instead be an alternate member of the planning commission in Ms. Anderson’s place. These changes will conform those appointments to the city’s custom of appointing new members of the planning commission as alternate members and advancing current alternate members to become regular members of the planning commission, whenever possible and advisable, all as recommended by the city manager).

7.4 **Consideration of Resolution 2021-53 Approving Entry into a Consulting Agreement for an Update of the Moderate-Income/Affordable Housing Plan.**

(By this resolution, the council will approve the city’s entry into a consulting agreement whereunder GSBS Richman Consulting will prepare the statutorily required annual update of the city’s moderate-income/affordable housing plan for a not-to-exceed cost of \$2,000).

8.0 **CONSENT CALENDAR**

Approval of the City Council Work Session and Business Meeting Minutes for October 5, 2021.

9.0 **ADJOURN CITY COUNCIL BUSINESS MEETING**

PUBLIC COMMENT PROCEDURE

During each City Council business meeting (specifically excluding work sessions), there will be a period not to exceed 60 minutes for citizen comment. (Code of Ordinances 2.30.160 (B)). Any person wishing to comment on any item not otherwise on the agenda for public comment may address the City Council during the Public Comment period. Any person wishing to comment during the Public Comment period shall request recognition by the Mayor and upon recognition, approach the microphone and state their name, state if they are a resident of Cottonwood Heights and either provide their address or their Council district; and then address the City Council. Any person wishing to comment shall limit their comments to no more than three (3) minutes unless more or less time is specified by the Mayor. Citizen groups who are present will be asked to appoint a spokesperson, who shall limit their comments to no more than five (5) minutes unless more or less time is specified by the Mayor. All comments shall be directed to the City Council.

No person addressing the City Council during the comment period shall be allowed to comment more than once during that comment period. Speakers should not expect any debate or dialogue with the Mayor, City Council or City Staff during the meeting.

The City Council may choose to limit the amount of time allotted to public comment on a specific issue. In such cases, special procedures for determining who will be allowed to speak and the order of such speakers will be determined by the Council. In the interest of time and those attending the meeting live, submitted written comments will be entered into the record, distributed to the City Council but not read at the public meeting.

On Friday, October 15, 2021, at 12:00 p.m. a copy of the foregoing notices was posted in conspicuous view in the front foyer of the Cottonwood Heights City Offices, Cottonwood Heights, Utah. A copy of this notice was faxed to the Salt Lake Tribune and Deseret News, newspapers of general circulation in the City, by the Office of the City Recorder. The Agendas were also posted on the City's website at www.ch.utah.gov and the Utah Public Notice website at <http://pmn.utah.gov>

DATED THIS 15th day of October 2021

Paula Melgar, City Recorder

Council Members may participate in the meeting via telephonic communication. If a Council Member does participate via telephonic communication, the Councilmember will be on speakerphone. The speakerphone will be amplified so that the other Council Members and all other persons present in the Council Chambers will be able to hear all discussions. In compliance with the Americans with Disabilities Act, individuals needing special accommodations or assistance during this meeting shall notify the City Recorder, at (801) 944-7021 at least 24 hours prior to the meeting. TDD number is (801) 270-2425 or call Relay Utah at #711. If you would like to submit written comments on any agenda item, they should be received by the City Recorder no later than Tuesday at noon. Comments can be emailed to pmelgar@ch.utah.gov.)